

377 Board Minutes

Regular Meeting – Jan 14, 2016

I. ROLL CALL: Ron Morehead called the 377 Board meeting to order at 10:02AM and took roll call. Mary Caisley, Ron Morehead, Diane Crutcher, Vern McGinnis, Phylis VerSteeh all present. Staff present: Laura Beavers and Phaedra Morris.

II. APPEARANCE BY MEMBERS OF THE PUBLIC: No Public Present.

III. CONSENT AGENDA:

Mary Caisley stated the bills note they are “prepaid” and then asked if these get paid before or after we see them on the Consent Agenda? Laura Beavers responded all of our contracts that are grants are paid 1/12 of a payment every month. We have to align with the County Auditor’s office. There are providers that we don’t receive adequate and timely reporting on and we do work with them, but if they become habitually late in submitting those required elements of their contract, we will withhold payments from them until they do submit those reports. There have been organizations that we have withheld payments from. For fee for service contracts, such as Easter Seals, it’s such a small amount per month that they will bill us quarterly for payment.

IV. ITEMS FOR ACTION:

A. Approval of Board Meeting Minutes – October 8, 2015

Vern McGinnis motioned to approve the minutes. Diane Crutcher seconded motion. Motion carried.

B. Request for Additional Meeting Late Feb/March

Laura Beavers stated it may be beneficial to set another meeting between the last Joint Board meeting and the time we post the CY17 Application to the website to go over everything. This board will also need to decide if you would like to have a joint application with the 553 Board for CY17 funding cycle, or still have your own application. Diane Crutcher stated it could be a good idea to have a separate 377 meeting to review the documents and decide whether to have a joint application. Consensus was to have an additional 377 meeting on March 7th at 1:30pm. Laura Beavers stated we will send out a meeting location via email to the board once we have booked a room. Mary Caisley motioned to approve additional meeting and Diane Crutcher seconded. Motion carried.

V. ITEMS FOR INFORMATION:

A. Provider Meeting

Laura Beavers stated we received very positive feedback from the providers regarding the provider meeting that was held on December 1st. Providers appreciated having the opportunity being in one room together and are also looking forward to the Technical Assistance meeting this spring. Laura Beavers recommended we host these meetings every year. Diane Crutcher stated it would be advantageous for as many board members to attend as possible.

B. ACMHAI Meeting

Laura Beavers stated this meeting was hosted by the Association of Community Mental Health Authorities of Illinois (ACMHAI) which is a member association and represents groups throughout Illinois that are 708 Boards, 553 Boards or 377 Boards. She is a member of

ACMHAI and attends their meetings held each quarter. The association allows for all of these entities to come together to discuss issues, best practice standards, outcomes, etc. She has found that it has been a tremendous help to me as a whole. The last meeting was in December and held in Chicago and was focused on developmental and intellectual disability outcomes. Several speakers who used to work for the State of Illinois but now work for various insurance companies presented. One particular speaker from Ohio presented on the historical components on how our nation has treated individuals with intellectual disabilities. Illinois ranks at the bottom of how we treat those individuals and how we fund them. He advocated with the legislature in Ohio and now they rank better. She also shared his information with Marcfirst. He is willing to come here and present to us at no cost. Diane Crutcher asked if board members are allowed to attend this. Laura Beavers responded yes and will email his PowerPoint presentation and will set up a time for him to present. Please look at some dates in March/April/May time period and reply to me what dates won't work and I can see what works for him. Vern McGinnis suggested having small group discussions with key players after the presentation. Mary Caisley stated as we sit here and discuss this it seems there a sense of urgency to have this meeting before funding applications go out. Laura Beavers stated we would probably need to schedule towards the end of February if we wanted to use this information in that format. Mary Caisley stated Carol Flessner from Livingston County would be a great asset to include in this.

Laura Beavers passed out a handout of the 4th Quarter report for Lutheran Child and Family Services. They are now on track for reporting.

Vern McGinnis asked if there are some information resources the board could be following to keep a pulse on the community. Laura Beavers stated there is no resource list to her knowledge, but she can put together a list of resources and websites and send out to the board.

Diane Crutcher added that the unemployment rate for persons with intellectual challenges is 74% nationwide. We wouldn't tolerate that in any other minority group. Laura Beavers stated that was the same message the presenter from Ohio shared. Diane Crutcher added for services for people with developmental disabilities Illinois is ranked 47th out of 50 states which is appalling.

VI. ITEMS FOR DISCUSSION:

A. CY17 Funding Guidelines and Criteria

Laura Beavers handed out a list of items that were talked about at the last board meeting regarding any changes being made to the Guidelines and Criteria and/or Application documents. Diane Crutcher asked if we can add that we want to see the staff to client ratio into this document and also incorporate this into the quarterly report so each agency will have to report on this. Laura Beavers responded yes we can and asked if there were criteria or guidelines you would like to give out to people. Mary Caisley stated this number would depend on the program. Laura Beavers stated that this will then need to go into the application and quarterly reports but not the funding guidelines and criteria.

Diane Crutcher proceeded through the list on the handout with the following results:

Add – No Wrong Door, Staff to Client Ratio

Edit – 1. G (page 2). The agency “should plan” to make a presentation. Remove “may be required”

2. Change date on Section 3, III to read “(Jan 1, 2015 – Dec 31, 2015 and Jan 1, 2016 – Mar 31, 2016)

Remove - #4 entirely

Discussion to omit the thought process of the board being open to pilot programs in writing, but the board is certainly open to funding a pilot program should they meet the criteria.

Vern McGinnis commented regarding Section 1, I. regarding what do we want to know from their strategic plan? Laura Beavers responded it was added to the application last year. Each organization that applied this last year did answer this question. Consensus was to rephrase the question on the application, see below.

B. CY17 Application

Laura Beavers asked the board if they would like to keep the application the way it is or are there items on there that are no longer relevant or items to add. Phaedra Morris stated we previously discussed adding a question to have agencies list their evidence based programming.

Diane Crutcher proceeded through the list on the handout with the following results:

Add – 1. Staff to Client Ratio (also adding to quarterly report)

2. Add “Other Resources” to question asking what percentage of the funds for this program are provided by the state.

Edit - Section 2, III, Replace “Please provide or attach an executive summary of your strategic plan” with “Do you have a strategic plan?”. Yes or no checkbox. “If yes, please attach a copy”.

Laura Beavers requested the board members look over the above two documents between now and the February 2nd Joint Board meeting to see if any other changes need to be made and if so, email those changes to her and Phaedra Morris. Please take a concentrated look at the Objectives and Priorities Sections. We will make the changes from today’s meeting and send the documents to the board members for review.

VII. BOARD ISSUES:

A. Diane Crutcher asked what happens if any board member in their daily lives become aware of what appears to be a declining agency that we are funding. Do we just care about the fact that they are submitting their monthly reports on time, etc? Laura Beavers responded if a board member has information about an agency, please bring it to our meetings to discuss. We also do on-site visits with agencies in the interim so if there is something we need to know, please bring it to our attention. Diane Crutcher state United Cerebral Palsy is struggling as an agency. They are letting staff go and the person who is heading up UCP – Bloomington’s husband has been transferred to Springfield, which quite likely she will be transferring with him. They are also discussing running UCP - Bloomington office from Springfield. At this point in time they are not filling positions of those who have recently been released so duties are being spread out and remaining employees caseloads have increased and in their opinion service is going down. Some employees that are left are considering “abandoning ship”. It appears that they are imploding. I know several of the case workers/job coaches have been let go and the job developer has been let go. Laura Beavers stated they should be reporting this on their quarterly report due this week. Diane Crutcher stated we then should see their staff to client ratio change in the report.

Mary Caisley stated it would be nice to get an update of what’s going on with their staff from their Chairman of the Board. Laura Beavers stated that could be reflected in their board minutes and we will look at their quarterly report and make calls as needed.

B. Diane Crutcher stated we were discussing at the last meeting with Victoria Harris of the County Board and the Health Committee the topic of where is the 377 Board with the Health Committee? Laura Beavers stated the Health Committee is chaired right now by John McIntyre and members include Victoria Harris, Randall Martin, Carlo Robustelli, and George Wendt and meet every first Monday of the month at 4:30. Diane Crutcher asked if they are still going to review our recommendations for funding and potentially change them. Laura Beavers responded yes, however, she believes they are still exploring everyone's role in this process. In this last budget cycle, no one asked any questions about the 377 Funding decisions.

Mary Caisley stated back in early December she had a conversation with John McIntyre expressing her concerns with having the 377 Board, the 553 Board, the Health Committee, the Coordinated Committee, and then another advisory committee to advise us, noting we need a flow chart. Mary Caisley stated Committee Chairman John McIntyre told her he hears her concerns and frustrations and he has them too. Diane Crutcher stated we are working very hard to make well founded decisions on behalf of the developmental disability population and the community and to have that undone by people who do not have that knowledge really defeats the purpose of this board.

Phylis VerSteegh stated she feels there is frustration across the board. She stated she feels it's a jigsaw puzzle as to who reports to whom. She believes the County Board is working on how this all fits together.

Mary Caisley inquired if it would be appropriate to have the Health Committee join one of our Joint meetings to listen to our frustrations in wanting to know how we fit into this. Laura Beavers responded this was a discussion that was held last night at the Board of Health meeting. Laura added initially she was under the impression from the Health Committee that we would have the opportunity to present our various programming to the Committee and there would be a learning curve, but the learning curve was never there because the Committee began during the budget cycle. This year we need to do a better job of communicating with them. I'm not sure what the best approach to handle this is. Laura Beavers stated she could approach Committee Chairman John McIntyre and advise him of the February 2nd joint meeting or we could take a similar approach as the Board of Health is doing by taking a few of its members to meet with the Health Committee instead of the entire board. Laura Beavers stated she also would like to be strategic with how we do this because inundating people with so much information isn't always good either. Diane Crutcher stated she would like to show the committee who the board members are, show them what experience we have, etc.

Ron Morehead stated he will have a conversation with Carlo Robustelli about our concerns.

Diane Crutcher asked how this board feels about going to one or more of the Health Committee meetings. Phylis VerSteegh stated she goes to all of them. Laura Beavers stated it's a public meeting. Diane Crutcher asked what if three or more of the 377 Board members attended the same Health Committee meeting. Laura Beavers stated it would technically be a quorum; you can attend you just can't discuss any 377 board business. Diane Crutcher asked if we could discuss my perspective of how the Health Committee could help us. Laura Beavers responded yes and in order to speak on their agenda at a meeting, we would have to notify County Administration in advance. Mary Caisley asked if we could ask a few of the members of the Committee to come to our meeting. Laura Beavers responded yes and asked if there was anyone specific in mind. Phylis VerSteegh stated it seems Carlo Robustelli, Victoria Harris and John McIntyre has a better view of the whole health arena. Phyllis VerSteegh also stated she thought Karen Zangerle gave a great presentation to the Health Committee at their last meeting. Laura Beavers stated it would

be beneficial if Ron Morehead and I reach out to Committee Chairman John McIntyre explaining the 377 Board was having some discussions and would like to invite some members of the Health Committee to their meeting. Diane Crutcher stated we could relieve some pressure from them if they got to know our level of knowledge and our intentions.

VIII. ADJOURNMENT:

Diane Crutcher motioned to adjourn the meeting. Mary Caisley seconded motion. Motion carried. Meeting adjourned at 12:06PM.